

CITY OF MILFORD
INDEPENDENT AUDITORS' REPORTS
PRIMARY GOVERNMENT
BASIC FINANCIAL STATEMENTS
SUPPLEMENTARY AND OTHER INFORMATION
SCHEDULE OF FINDINGS

JUNE 30, 2012

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CITY OF MILFORD
OFFICIALS

<u>NAME</u>	<u>TITLE</u>	<u>TERM EXPIRES</u>
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(Before January 2012)

Donald Lamb	Mayor	January 1, 2012
Michael Anderson	Mayor Pro-Tem	January 1, 2014
Keith Feller	Council Member	January 1, 2014
Chris Hinshaw	Council Member	January 1, 2014
Rick Kilts	Council Member	January 1, 2012
Todd Schillinger	Council Member	January 1, 2012
Matthew Skaret	City Administrator/Treasurer	Indefinite
David Stein, Jr.	Attorney	Indefinite

(After January 2012)

Donald Lamb	Mayor	January 1, 2014
Michael Anderson	Mayor Pro-Tem	January 1, 2014
Keith Feller	Council Member	January 1, 2014
Chris Hinshaw	Council Member	January 1, 2014
Rick Kilts	Council Member	January 1, 2016
Don Olsen	Council Member	January 1, 2016
Matthew Skaret	City Administrator/Treasurer	Indefinite
David Stein, Jr.	Attorney	Indefinite

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INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and
Members of the City Council:

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Milford, Iowa, as of and for the year ended June 30, 2012, which collectively comprise the basic financial statements of the City's primary government as listed in the table of contents. These financial statements are the responsibility of City of Milford's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinions.

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

The financial statements referred to above include only the primary government of the City of Milford, which consists of all funds, organizations, institutions, agencies, departments, and offices that comprise the City's legal entity. The financial statements do not include financial data for the City's legally separate component units, which accounting principles generally accepted in the United States of America require to be reported with the financial data of the City's primary government. As a result, the primary government financial statements do not purport to, and do not, present fairly the financial position - cash basis of the reporting entity of the City of Milford as of June 30, 2012, and the changes in its financial position - cash basis for the year then ended in conformity with the basis of accounting described in Note 1.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information for the primary government of the City of Milford as of June 30, 2012, and the respective changes in cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 8, 2012 on our consideration of the City of Milford's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the City's primary government. We previously audited, in accordance with the standards referred to in the second paragraph of this report, the financial statements of the City's primary government for the nine years ended June 30, 2011 (which are not presented herein) and expressed unqualified opinions on those financial statements which were prepared in conformity with an other comprehensive basis of accounting. The supplementary information included in Schedules 1 through 4 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Budgetary comparison information on pages 18 through 20 is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Winter, Starn & Co., LLC

October 8, 2012

BASIC FINANCIAL STATEMENTS

CITY OF MILFORD
STATEMENT OF ACTIVITIES AND NET ASSETS - CASH BASIS
AS OF AND FOR THE YEAR ENDED JUNE 30, 2012

		Program Receipts		
	<u>Disbursements</u>	<u>Charges for Service</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
FUNCTIONS/PROGRAMS:				
Governmental activities:				
Public safety	\$ 647,285	\$ 27,446	\$115,370	
Public works	350,680	11,590	281,725	
Health and social services	5,000			
Culture and recreation	430,698	2,611	38,846	
Community and economic development	36,052	32,617		
General government	349,628			
Debt service	585,673		95,295	
Capital projects	<u>1,861,847</u>		<u>690</u>	
Total governmental activities	<u>4,266,863</u>	<u>74,264</u>	<u>531,926</u>	
Business type activities:				
Solid waste	251,513	275,099		
Sewer	<u>113,142</u>	<u>177,123</u>		
Total business type activities	<u>364,655</u>	<u>452,222</u>		
TOTAL	<u>\$4,631,518</u>	<u>\$526,486</u>	<u>\$531,926</u>	

GENERAL RECEIPTS AND TRANSFERS:

Property and other city taxes levied for:	
General purposes	
Debt service	
Tax increment financing	
Unrestricted interest on investments	
Bond proceeds	
Miscellaneous	
Transfers	
Total general receipts	

Change in cash basis net assets

Cash basis net assets beginning of year

Cash basis net assets end of year

CASH BASIS NET ASSETS

Restricted, expendable:	
TIF supported projects	
Streets	
Capital projects	
Debt service	
Other purposes	
Unrestricted	

TOTAL CASH BASIS NET ASSETS

See Notes to Financial Statements

Exhibit A

Net (Disbursements) Receipts and Changes in Cash Basis Net Assets		
Governmental Activities	Business Type Activities	Total
\$ (504,469)		\$ (504,469)
(57,365)		(57,365)
(5,000)		(5,000)
(389,241)		(389,241)
(3,435)		(3,435)
(349,628)		(349,628)
(490,378)		(490,378)
<u>(1,861,157)</u>		<u>(1,861,157)</u>
<u>(3,660,673)</u>		<u>(3,660,673)</u>
	\$ 23,586	23,586
	<u>63,981</u>	<u>63,981</u>
	<u>87,567</u>	<u>87,567</u>
<u>(3,660,673)</u>	<u>87,567</u>	<u>(3,573,106)</u>
1,636,621		1,636,621
390,582		390,582
281,110		281,110
19,103	437	19,540
325,000		325,000
70,384	7,135	77,519
<u>97,481</u>	<u>(97,481)</u>	
<u>2,820,281</u>	<u>(89,909)</u>	<u>2,730,372</u>
(840,392)	(2,342)	(842,734)
<u>4,057,166</u>	<u>100,497</u>	<u>4,157,663</u>
<u>\$3,216,774</u>	<u>\$ 98,155</u>	<u>\$3,314,929</u>
\$ 448,423		\$ 448,423
71,067		71,067
1,284,341		1,284,341
356,473		356,473
266,410		266,410
<u>790,060</u>	<u>\$ 98,155</u>	<u>888,215</u>
<u>\$3,216,774</u>	<u>\$ 98,155</u>	<u>\$3,314,929</u>

See Notes to Financial Statements

CITY OF MILFORD
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCES
GOVERNMENTAL FUNDS
AS OF AND FOR THE YEAR ENDED JUNE 30, 2012

		Special Revenue	
		TIF	
	General	Supported Projects	Road Use
RECEIPTS:			
Property tax	\$ 961,384		
Tax increment financing		\$193,036	
Other city tax	488,393		
Licenses and permits	37,732		
Use of money and property	32,920	1,501	\$ 235
Intergovernmental	135,510		281,724
Charges for service	13,233		
Miscellaneous	88,986		
TOTAL RECEIPTS	<u>1,758,158</u>	<u>194,537</u>	<u>281,959</u>
DISBURSEMENTS:			
Operating:			
Public safety	645,318		
Public works	60,511		290,169
Health and social services	5,000		
Culture and recreation	430,698		
Community and economic development	36,052		
General government	349,628		
Debt service			
Capital projects	256,036	150,170	
TOTAL DISBURSEMENTS	<u>1,783,243</u>	<u>150,170</u>	<u>290,169</u>
EXCESS (DEFICIENCY) OF RECEIPTS OVER (UNDER) DISBURSEMENTS	<u>(25,085)</u>	<u>44,367</u>	<u>(8,210)</u>
OTHER FINANCING SOURCES (USES):			
Bond proceeds			
Operating transfers in	282,300		13,448
Operating transfers out	(342,448)		
TOTAL OTHER FINANCING SOURCES (USES)	<u>(60,148)</u>		<u>13,448</u>
NET CHANGE IN CASH BALANCES	(85,233)	44,367	5,238
CASH BALANCES BEGINNING OF YEAR	<u>868,404</u>	<u>404,056</u>	<u>65,829</u>
CASH BALANCES END OF YEAR	<u>\$ 783,171</u>	<u>\$448,423</u>	<u>\$ 71,067</u>
CASH BASIS FUND BALANCES:			
Restricted for:			
TIF supported projects		\$448,423	
Streets			\$ 71,067
Capital projects			
Debt service			
Other purposes			
Assigned for other purposes			
Unassigned	<u>\$ 783,171</u>		
TOTAL CASH BASIS FUND BALANCES	<u>\$ 783,171</u>	<u>\$448,423</u>	<u>\$ 71,067</u>

See Notes to Financial Statements

Exhibit B

<u>Capital Projects</u>	<u>Debt Service</u>	<u>Nonmajor</u>	<u>Total</u>
	\$390,582	\$186,844	\$1,538,810
		88,074	281,110
			488,393
			37,732
\$ 5,053	1,740	709	42,158
689	95,295		513,218
			13,233
		350	89,336
<u>5,742</u>	<u>487,617</u>	<u>275,977</u>	<u>3,003,990</u>
		1,967	647,285
			350,680
			5,000
			430,698
			36,052
			349,628
	585,673		585,673
<u>1,455,641</u>			<u>1,861,847</u>
<u>1,455,641</u>	<u>585,673</u>	<u>1,967</u>	<u>4,266,863</u>
(1,449,899)	(98,056)	274,010	(1,262,873)
325,000			325,000
329,000	97,481		722,229
(100,000)		(182,300)	(624,748)
<u>554,000</u>	<u>97,481</u>	<u>(182,300)</u>	<u>422,481</u>
(895,899)	(575)	91,710	(840,392)
<u>2,180,240</u>	<u>357,048</u>	<u>181,589</u>	<u>4,057,166</u>
<u>\$1,284,341</u>	<u>\$356,473</u>	<u>\$273,299</u>	<u>\$3,216,774</u>
			\$448,423
			71,067
\$1,284,341			1,284,341
	\$356,473		356,473
		\$266,410	266,410
		6,889	6,889
			783,171
<u>\$1,284,341</u>	<u>\$356,473</u>	<u>\$273,299</u>	<u>\$3,216,774</u>

See Notes to Financial Statements

CITY OF MILFORD
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND
CHANGES IN CASH BALANCES
PROPRIETARY FUNDS
AS OF AND FOR THE YEAR ENDED JUNE 30, 2012

	<u>Solid Waste</u>	<u>Sewer</u>	<u>Total</u>
OPERATING RECEIPTS:			
Charges for service	\$275,099	\$177,123	\$452,222
Use of money and property	231	206	437
Miscellaneous	<u>6,668</u>	<u>467</u>	<u>7,135</u>
TOTAL OPERATING RECEIPTS	<u>281,998</u>	<u>177,796</u>	<u>459,794</u>
OPERATING DISBURSEMENTS:			
Business type activities	<u>251,513</u>	<u>113,142</u>	<u>364,655</u>
TOTAL OPERATING DISBURSEMENTS	<u>251,513</u>	<u>113,142</u>	<u>364,655</u>
EXCESS OF OPERATING RECEIPTS OVER OPERATING DISBURSEMENTS	30,485	64,654	95,139
OPERATING TRANSFERS OUT	<u> </u>	<u>(97,481)</u>	<u>(97,481)</u>
NET CHANGE IN CASH BALANCES	30,485	(32,827)	(2,342)
CASH BALANCES BEGINNING OF YEAR	<u>57,360</u>	<u>43,137</u>	<u>100,497</u>
CASH BALANCES END OF YEAR	<u>\$ 87,845</u>	<u>\$ 10,310</u>	<u>\$ 98,155</u>
CASH BASIS FUND BALANCES:			
Unrestricted	<u>\$ 87,845</u>	<u>\$ 10,310</u>	<u>\$ 98,155</u>
TOTAL CASH BASIS FUND BALANCES	<u>\$ 87,845</u>	<u>\$ 10,310</u>	<u>\$ 98,155</u>

NOTES TO FINANCIAL STATEMENTS

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Milford, Iowa is a political subdivision of the State of Iowa located in Dickinson County. It was first incorporated in 1892 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a non-partisan basis. The City provides numerous services to citizens including public safety, public works, health and social services, culture and recreation, community and economic development and general government services. The City also provides solid waste and sewer utilities for its citizens.

A. Reporting Entity

For financial reporting purposes, the City has included all funds, organizations, agencies, boards, commissions and authorities. These financial statements present the primary government of the City of Milford but do not include any component units for which it is financially accountable.

The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the City.

Milford Municipal Utilities is considered a component unit of the City of Milford. The financial statements of this component unit are audited separately and are presented on the accrual basis of accounting. Complete financial statements of Milford Municipal Utilities can be obtained from their administrative offices. Therefore, the City has elected not to include Milford Municipal Utilities in these financial statements.

Jointly Governed Organizations

The City also participates in several jointly governed organizations that provide goods or services to the citizenry of the City but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the following boards and commissions: Dickinson County Assessor's Conference Board, Upper Des Moines Opportunity Board, Dickinson County Emergency Management Commission, Dickinson County Water Quality Commission, Dickinson County Joint E911 Service Board, and Dickinson County Sanitary Landfill Commission.

B. Basis of Presentation

Government-wide Financial Statement - The Statement of Activities and Net Assets reports information on all of the nonfiduciary activities of the primary government of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for services.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

The Statement of Activities and Net Assets presents the City's nonfiduciary net assets. Net assets are reported in two categories:

Expendable restricted net assets result when constraints placed on net asset use are either externally imposed or imposed by law through constitutional provisions or enabling legislation.

Unrestricted net assets consist of net assets not meeting the definition of the preceding category. Unrestricted net assets often have constraints on resources imposed by management, which can be removed or modified.

The Statement of Activities and Net Assets demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions, and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements - Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as other nonmajor governmental funds.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs that are not paid from other funds.

Special Revenue:

The TIF Supported Projects Fund is used to account for tax increment financing collections and the repayment of tax increment financing indebtedness.

The Road Use Fund is used to account for the road use tax allocation from the State of Iowa to be used for road construction and maintenance.

The Capital Projects Funds account for bond proceeds to be used for construction of major capital facilities.

The Debt Service Fund is utilized to account for property tax and other revenues to be used for the payment of interest and principal on the City's general obligation long-term debt.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

The City reports the following major proprietary funds:

The Solid Waste Fund accounts for the operation and maintenance of the City's solid waste utility.

The Sewer Fund accounts for the operation and maintenance of the City's waste water treatment and sanitary sewer system.

C. Measurement Focus and Basis of Accounting

The City of Milford maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City's policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications - committed, assigned and then unassigned fund balances.

Proprietary funds distinguish operating receipts and disbursements from nonoperating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

D. Governmental Cash Basis Fund Balances

In the governmental fund financial statements, cash basis fund balances are classified as follows:

Restricted - Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors, or state or federal laws or imposed by law through constitutional provisions or enabling legislation.

Assigned - Amounts the Council intends to use for specific purposes.

Unassigned - All amounts not included in other spendable classifications.

E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Other Information.

F. Use of Estimates

The preparation of financial statements in conformity with an other comprehensive basis of accounting requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

G. Subsequent Events

The City has evaluated subsequent events through the date of the auditors' report, which is the date the financial statements were available to be issued.

2. CASH AND POOLED INVESTMENTS

The City's deposits in banks at June 30, 2012 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

Interest rate risk – The City's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and use of the City.

3. BONDS PAYABLE

Annual debt service requirements to maturity for general obligation bonds and a sewer revenue bond are as follows:

Year Ending June 30,	General Obligation Bonds		Sewer Revenue Bond		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2013	\$ 310,000	\$ 168,221	\$ 50,000	\$ 56,031	\$ 360,000	\$ 224,252
2014	330,000	158,972	50,000	54,531	380,000	213,503
2015	330,000	149,120	50,000	53,031	380,000	202,151
2016	350,000	139,141	55,000	51,532	405,000	190,673
2017	360,000	128,439	55,000	49,881	415,000	178,320
2018-2022	1,535,000	455,666	305,000	219,681	1,840,000	675,347
2023-2027	705,000	241,298	295,000	148,363	1,000,000	389,661
2028-2031	625,000	61,400	450,000	47,500	1,075,000	108,900
Totals	<u>\$4,545,000</u>	<u>\$1,502,257</u>	<u>\$1,310,000</u>	<u>\$680,550</u>	<u>\$5,855,000</u>	<u>\$2,182,807</u>

The Code of Iowa requires principal and interest on general obligation bonds be paid from the Debt Service Fund.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

3. BONDS PAYABLE - Continued

Revenue Bond

The City has pledged future sewer customer receipts, net of specified operating disbursements, to repay \$1,350,000 in sewer revenue bonds issued in June 2011. Proceeds from the bonds provided financing for the construction of sewer line improvements and extensions. The bonds are payable from sewer customer net receipts and are payable through 2031. Annual principal and interest payments on the bonds are expected to require less than 80% of net receipts. The total principal and interest remaining to be paid is \$1,990,550. For the current year, principal and interest paid and total customer receipts were \$97,231 and \$177,123 respectively.

The resolution providing for the issuance of the revenue bonds includes the following provisions:

- a) The bonds will only be redeemed from the future earnings of the sewer utility and the bond holders hold a lien on the future earnings of the fund. For the fiscal year ended June 30, 2012, the sewer utility did not provide sufficient net revenues to the extent required by this resolution.
- b) Sufficient monthly transfers shall be made to a separate sewer revenue sinking fund account for the purpose of making the bond principal and interest payments when due. During the fiscal year ended June 30, 2012, monthly transfers were not made to the sinking fund as required by the resolution.
- c) A reserve fund shall be established and maintained at a minimum required amount. The money in the reserve fund shall be used and is pledged for payment of the principal and interest if there are insufficient funds in the sinking fund.

4. PENSION AND RETIREMENT BENEFITS

The City contributes to the Iowa Public Employees Retirement System (IPERS), which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by state statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, PO Box 9117, Des Moines, IA 50306-9117.

Most regular plan members are required to contribute 5.38% of their annual covered salary and the City is required to contribute 8.07% of annual covered salary. Certain employees in special risk occupations and the City contribute an actuarially determined contribution rate. Contribution requirements are established by state statute. The City's contributions to IPERS for the years ended June 30, 2012, 2011, and 2010, were \$61,567, \$57,645 and \$52,121, respectively, equal to the required contributions for each year.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

5. OTHER POSTEMPLOYMENT BENEFITS (OPEB)

Plan Description - The City operates a single-employer retiree benefit plan which provides medical/prescription drug benefits for retirees and their spouses. There are 14 active and no retired members in the plan. Retired participants must be age 55 or older at retirement. Benefits terminate upon attaining Medicare eligibility.

The medical/prescription drug benefits are provided through a fully-insured plan with Central States Southeast and Southwest. Retirees under age 65 pay the same premium for the medical/prescription drug benefits as active employees.

Funding Policy - The contribution requirements of plan members are established and may be amended by the City. The City currently finances the retiree benefit plan on a pay-as-you-go basis. The most recent active member monthly premiums for the City and plan members are \$1,175 for both single and family coverage. The same monthly premiums apply to retirees. For the year ended June 30, 2012, the City made no contributions to the retiree benefit plan.

6. COMPENSATED ABSENCES

City employees accumulate a limited amount of earned but unused vacation, sick leave and compensatory time for subsequent use or for payment upon termination, retirement or death. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned vacation, sick leave and compensatory time payments payable to employees at June 30, 2012, primarily relating to the General Fund, is as follows:

<u>Type of Benefit</u>	<u>Amount</u>
Vacation	\$32,600
Sick leave.....	46,500
Compensatory time	<u>6,800</u>
Total	<u>\$85,900</u>

The liability for compensated absences has been computed based on rates of pay in effect at June 30, 2012.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

7. INTERFUND TRANSFERS

The detail of interfund transfers for the year ended June 30, 2012 is as follows:

<u>Transfer to</u>	<u>Amount</u>	<u>Transfer from</u>	<u>Amount</u>
Debt Service	<u>\$ 97,481</u>	Sewer	\$ 97,481
General	<u>100,000</u>	Capital Projects	100,000
General	<u>182,300</u>	Special Revenue: Employee Benefits	182,300
Road Use	13,448		
Capital Projects	<u>329,000</u>		
	<u>342,448</u>	General	<u>342,448</u>
Total	<u>\$722,229</u>	Total	<u>\$722,229</u>

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources.

8. LOCAL GOVERNMENT RISK POOL

The City of Milford is a member of the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 663 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials liability, police professional liability, property, inland marine, and boiler/machinery. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses due and payable in the current year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained to equal 150 percent of the total current members' basis rates or to comply with the requirements of any applicable regulatory authority having jurisdiction over the Pool.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

8. LOCAL GOVERNMENT RISK POOL – Continued

The Pool also provides property coverage. Members who elect such coverage make annual operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses and reinsurance premiums, all of which are due and payable in the current year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The City of Milford's property and casualty contributions to the risk pool are recorded as disbursements from its operating funds at the time of payment to the risk pool. The City's contributions to the Pool for the year ended June 30, 2012 were \$67,369.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public officials' liability risks up to \$350,000 per claim. Claims exceeding \$350,000 are reinsured in an amount not to exceed \$2,650,000 per claim. For members requiring specific coverage from \$3,000,000 to \$12,000,000, such excess coverage is also reinsured. Property and automobile physical damage risks are retained by the Pool up to \$150,000 each occurrence, each location, with excess coverage reinsured by The Travelers Insurance Company.

The Pool's intergovernmental contract with its members provides that in the event a casualty claim or series of claims exceeds the amount of risk-sharing protection provided by the member's risk-sharing certificate, or in the event a series of casualty claims exhausts total members' equity plus any reinsurance and any excess risk-sharing recoveries, then payment of such claims shall be the obligation of the respective individual member. As of June 30, 2012, settled claims have not exceeded the risk pool or reinsurance coverage since the Pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days' prior written notice may withdraw from the Pool. Upon withdrawal, payments for all casualty claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Members withdrawing within the first six years of the membership may receive a partial refund of their capital contributions. If a member withdraws after the sixth year, the member is refunded 100 percent of its capital contributions. However, the refund is reduced by an amount equal to the annual casualty operating contribution which the withdrawing member would have made for the one-year period following withdrawal.

The City of Milford also carries commercial insurance purchased from other insurers for coverage associated with workers' compensation. The City assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

CITY OF MILFORD
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2012

9. LITIGATION

The City is party to routine legal proceedings and litigation arising in the normal course of governmental operations. These legal proceedings are not expected to have a material adverse impact on the City's financial condition.

10. CONSTRUCTION CONTRACTS

The City has entered into construction contracts totaling \$1,937,525. As of June 30, 2012, costs of \$1,574,576 have been incurred on the projects. The remaining \$362,949 will be paid as work on the projects progresses. The City intends to pay for these projects from the proceeds of general obligation bonds issued in the prior year and held in the Capital Projects Fund.

OTHER INFORMATION

CITY OF MILFORD
BUDGETARY COMPARISON SCHEDULE OF
RECEIPTS, DISBURSEMENTS AND CHANGES IN BALANCES -
BUDGET AND ACTUAL (CASH BASIS) - ALL GOVERNMENTAL FUNDS
AND PROPRIETARY FUNDS
OTHER INFORMATION (UNAUDITED)
YEAR ENDED JUNE 30, 2012

	Governmental Funds <u>Actual</u>	Proprietary Funds <u>Actual</u>	<u>Total</u>
RECEIPTS:			
Property tax	\$1,538,810		\$1,538,810
Tax increment financing	281,110		281,110
Other city tax	488,393		488,393
Licenses and permits	37,732		37,732
Use of money and property	42,158	\$ 437	42,595
Intergovernmental	513,218		513,218
Charges for service	13,233	452,222	465,455
Miscellaneous	89,336	7,135	96,471
TOTAL RECEIPTS	<u>3,003,990</u>	<u>459,794</u>	<u>3,463,784</u>
DISBURSEMENTS:			
Public safety	647,285		647,285
Public works	350,680		350,680
Health and social services	5,000		5,000
Culture and recreation	430,698		430,698
Community and economic development	36,052		36,052
General government	349,628		349,628
Debt service	585,673		585,673
Capital projects	1,861,847		1,861,847
Business type activities		364,655	364,655
TOTAL DISBURSEMENTS	<u>4,266,863</u>	<u>364,655</u>	<u>4,631,518</u>
EXCESS (DEFICIENCY) OF RECEIPTS OVER (UNDER) DISBURSEMENTS	(1,262,873)	95,139	(1,167,734)
OTHER FINANCING SOURCES (USES), NET	<u>422,481</u>	<u>(97,481)</u>	<u>325,000</u>
EXCESS (DEFICIENCY) OF RECEIPTS AND OTHER FINANCING SOURCES OVER (UNDER) DISBURSEMENTS AND OTHER FINANCING USES	(840,392)	(2,342)	(842,734)
BALANCES BEGINNING OF YEAR	<u>4,057,166</u>	<u>100,497</u>	<u>4,157,663</u>
BALANCES END OF YEAR	<u>\$3,216,774</u>	<u>\$ 98,155</u>	<u>\$3,314,929</u>

Budgeted Amounts		Final to Total
Original	Final	Variance
		Positive
		(Negative)
\$1,304,647	\$1,304,647	\$ 234,163
414,294	414,294	(133,184)
390,058	436,841	51,552
9,980	14,605	23,127
27,795	33,881	8,714
504,846	504,846	8,372
370,150	420,800	44,655
387,650	75,996	20,475
<u>3,409,420</u>	<u>3,205,910</u>	<u>257,874</u>
588,538	654,538	7,253
342,544	372,544	21,864
5,000	5,000	
435,752	445,752	15,054
259,047	259,047	222,995
323,900	368,900	19,272
486,115	590,000	4,327
1,905,340	2,780,395	918,548
403,932	403,932	39,277
<u>4,750,168</u>	<u>5,880,108</u>	<u>1,248,590</u>
(1,340,748)	(2,674,198)	1,506,464
<u>1,411,840</u>	<u>2,061,840</u>	<u>(1,736,840)</u>
71,092	(612,358)	\$ (230,376)
<u>2,376,083</u>	<u>2,376,083</u>	
<u>\$2,447,175</u>	<u>\$1,763,725</u>	

CITY OF MILFORD
NOTES TO OTHER INFORMATION - BUDGETARY REPORTING
JUNE 30, 2012

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, the Special Revenue Funds, the Debt Service Fund, the Capital Projects Fund and the Enterprise Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, two budget amendments increased budgeted disbursements by \$1,129,940. The budget amendments are reflected in the final budgeted amounts.

CITY OF MILFORD
 SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS
 AND CHANGES IN CASH BALANCES
 NONMAJOR GOVERNMENTAL FUNDS
 AS OF AND FOR YEAR ENDED JUNE 30, 2012

	Special Revenue				Total
	K9 Unit	Employee Benefits	Property Forfeiture	LMI Housing Fund	
RECEIPTS:					
Property tax		\$186,844			\$186,844
Tax increment financing				\$ 88,074	88,074
Use of money and property	\$ 24			685	709
Miscellaneous	350				350
TOTAL RECEIPTS	<u>374</u>	<u>186,844</u>		<u>88,759</u>	<u>275,977</u>
DISBURSEMENTS:					
Public safety	<u>1,967</u>				<u>1,967</u>
TOTAL DISBURSEMENTS	<u>1,967</u>				<u>1,967</u>
EXCESS (DEFICIENCY) OF RECEIPTS OVER (UNDER) DISBURSEMENTS	(1,593)	186,844		88,759	274,010
OTHER FINANCING USES:					
Operating transfers out		(182,300)			(182,300)
NET CHANGE IN CASH BALANCES	(1,593)	4,544		88,759	91,710
CASH BALANCES BEGINNING OF YEAR	<u>7,410</u>	<u>4,326</u>	<u>\$1,072</u>	<u>168,781</u>	<u>181,589</u>
CASH BALANCES END OF YEAR	<u>\$5,817</u>	<u>\$ 8,870</u>	<u>\$1,072</u>	<u>\$257,540</u>	<u>\$273,299</u>
CASH BASIS FUND BALANCES:					
Restricted for other purposes		\$ 8,870		\$257,540	\$266,410
Assigned for other purposes	<u>\$5,817</u>		<u>\$1,072</u>		<u>6,889</u>
TOTAL CASH BASIS FUND BALANCES	<u>\$5,817</u>	<u>\$ 8,870</u>	<u>\$1,072</u>	<u>\$257,540</u>	<u>\$273,299</u>

CITY OF MILFORD
SCHEDULE OF INDEBTEDNESS
YEAR ENDED JUNE 30, 2012

<u>Obligation</u>	<u>Date of Issue</u>	<u>Interest Rates</u>	<u>Amount Originally Issued</u>
General obligation bonds:			
Fire station construction	June 1, 2009	2.50% - 4.75%	\$2,630,000
Street improvements	September 1, 2009	3.00% - 3.60%	1,700,000
Street improvements	May 1, 2010	3.00% - 4.00%	550,000
Storm sewer	July 1, 2011	2.50% - 4.50%	325,000
Total			
Revenue bond:			
Sewer improvements	June 1, 2011	3.00% - 5.00%	1,350,000

Schedule 2

<u>Balance Beginning of Year</u>	<u>Issued During Year</u>	<u>Redeemed During Year</u>	<u>Balance End of Year</u>	<u>Interest Paid</u>
\$2,430,000		\$100,000	\$2,330,000	\$ 97,961
1,550,000		155,000	1,395,000	48,873
550,000		45,000	505,000	18,087
<u> </u>	<u>\$325,000</u>	<u>10,000</u>	<u>315,000</u>	<u>11,046</u>
<u>\$4,530,000</u>	<u>\$325,000</u>	<u>\$310,000</u>	<u>\$4,545,000</u>	<u>\$175,967</u>
 <u>\$1,350,000</u>	 <u> </u>	 <u>\$ 40,000</u>	 <u>\$1,310,000</u>	 <u>\$ 57,231</u>

CITY OF MILFORD
BOND MATURITIES
JUNE 30, 2012

Year Ending June 30,	General Obligation Bonds					
	Fire Station Construction		Street Improvements		Street Improvements	
	Issued June 1, 2009		Issued September 1, 2009		Issued May 1, 2010	
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2013	3.000%	\$ 100,000	3.00%	\$ 155,000	3.00%	\$ 45,000
2014	3.000	105,000	3.00	165,000	3.00	50,000
2015	3.125	105,000	3.00	165,000	3.00	50,000
2016	3.250	110,000	3.00	170,000	3.00	55,000
2017	4.000	115,000	3.00	175,000	3.00	55,000
2018	4.000	120,000	3.25	185,000	3.25	60,000
2019	4.000	125,000	3.40	185,000	3.50	60,000
2020	4.000	125,000	3.60	195,000	3.75	65,000
2021					4.00	65,000
2022	4.000	275,000				
2023						
2024	4.150	295,000				
2025						
2026	4.500	320,000				
2027						
2028						
2029	4.750	535,000				
2030						
2031						
Total		<u>\$2,330,000</u>		<u>\$1,395,000</u>		<u>\$505,000</u>

Schedule 3

Storm Sewer Issued July 1, 2011		Revenue Bond Sewer Improvements Issued June 1, 2011		
Interest Rates	Amount	Interest Rates	Amount	Total
2.50%	\$ 10,000	3.000%	\$ 50,000	\$ 360,000
2.50	10,000	3.000	50,000	380,000
2.50	10,000	3.000	50,000	380,000
2.50	15,000	3.000	55,000	405,000
2.50	15,000	3.000	55,000	415,000
2.50	15,000	3.125	55,000	435,000
2.50	15,000			385,000
4.00	15,000			400,000
4.00	15,000			80,000
4.00	15,000	4.000	250,000	540,000
4.00	15,000			15,000
4.00	15,000			310,000
4.00	20,000			20,000
4.00	20,000	4.750	295,000	635,000
4.50	20,000			20,000
4.50	20,000			20,000
4.50	20,000			555,000
4.50	25,000			25,000
4.50	25,000	5.000	450,000	475,000
	<u>\$315,000</u>		<u>\$1,310,000</u>	<u>\$5,855,000</u>

CITY OF MILFORD
SCHEDULE OF RECEIPTS BY SOURCE AND DISBURSEMENTS BY FUNCTION
ALL GOVERNMENTAL FUNDS
FOR THE LAST TEN YEARS

	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
RECEIPTS:				
Property tax	\$1,538,810	\$1,491,754	\$1,360,705	\$1,243,888
Tax increment financing	281,110	225,493		
Other city tax	488,393	413,818	364,434	403,048
Licenses and permits	37,732	29,632	28,047	34,684
Use of money and property	42,158	43,611	23,202	26,436
Intergovernmental	513,218	824,678	470,113	338,920
Charges for service	13,233	5,598	4,969	5,114
Miscellaneous	<u>89,336</u>	<u>121,126</u>	<u>87,404</u>	<u>73,829</u>
 TOTAL REVENUES	 <u>\$3,003,990</u>	 <u>\$3,155,710</u>	 <u>\$2,338,874</u>	 <u>\$2,125,919</u>
 DISBURSEMENTS:				
Operating:				
Public safety	\$ 647,285	\$ 529,585	\$ 505,149	\$1,280,653
Public works	350,680	357,137	370,621	338,493
Health and social services	5,000	5,000	5,000	1,000
Culture and recreation	430,698	450,522	370,900	464,420
Community and economic development	36,052	30,614	26,426	29,458
General government	349,628	350,141	344,955	303,251
Debt service	585,673	424,579	369,947	107,879
Capital projects	<u>1,861,847</u>	<u>1,141,402</u>	<u>3,501,427</u>	<u>538,593</u>
 TOTAL EXPENDITURES	 <u>\$4,266,863</u>	 <u>\$3,288,980</u>	 <u>\$5,494,425</u>	 <u>\$3,063,747</u>

<u>2008</u>	<u>2007</u>	<u>2006</u>	<u>2005</u>	<u>2004</u>	<u>2003</u>
\$1,012,195	\$ 854,348	\$ 742,912	\$ 678,423	\$ 688,860	\$ 660,441
6,506	439,576	587,556	513,594	467,036	590,144
397,976	452,801	375,046	381,954	336,188	344,448
40,039	35,620	54,283	23,379	40,417	29,082
82,748	122,466	79,898	34,081	20,278	27,523
288,998	297,225	290,803	308,921	309,545	315,028
4,831	41,218	75,373	16,355	74,897	37,246
<u>77,168</u>	<u>57,989</u>	<u>80,549</u>	<u>191,023</u>	<u>36,479</u>	<u>56,459</u>
<u>\$1,910,461</u>	<u>\$2,301,243</u>	<u>\$2,286,420</u>	<u>\$2,147,730</u>	<u>\$1,973,700</u>	<u>\$2,060,371</u>
\$ 451,851	\$ 439,550	\$ 354,577	\$ 439,934	\$ 570,181	\$ 343,782
265,510	405,658	407,159	327,265	373,108	216,472
1,000	2,000	2,100	3,511	1,000	12,736
360,011	315,669	286,487	233,151	247,327	221,370
29,218	38,422	71,418	62,476	75,296	39,188
285,685	296,173	317,285	271,992	289,622	215,694
98,788	134,562	159,643	271,401	217,665	225,759
<u>524,647</u>	<u>730,810</u>	<u>45,126</u>	<u>122,584</u>	<u>117,238</u>	<u>1,024,254</u>
<u>\$2,016,710</u>	<u>\$2,362,844</u>	<u>\$1,643,795</u>	<u>\$1,732,314</u>	<u>\$1,891,437</u>	<u>\$2,299,255</u>

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INDEPENDENT AUDITORS' REPORT
ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable Mayor and
Members of the City Council:

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the primary government of the City of Milford, Iowa as of and for the year ended June 30, 2012, which collectively comprise the basic financial statements of the City's primary government as listed in the table of contents, and have issued our report thereon dated October 8, 2012. Our report expressed unqualified opinions on the financial statements which were prepared in conformity with an other comprehensive basis of accounting. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

The management of City of Milford is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the City of Milford's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City of Milford's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of City of Milford's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance all deficiencies, significant deficiencies or material weaknesses have been identified. However, as described in the accompanying Schedule of Findings, we identified a certain deficiency in internal control over financial reporting that we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of City of Milford's financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiency described in Part I of the accompanying Schedule of Findings to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the financial statements of the primary government of the City of Milford are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, we noted certain immaterial instances of non-compliance or other matters that are described in Part II of the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2012 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the primary government of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

City of Milford's responses to findings identified in our audit are described in the accompanying Schedule of Findings. While we have expressed our conclusions on the City's responses, we did not audit City of Milford's responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the officials, employees and citizens of the City of Milford and other parties to whom the City of Milford may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the City of Milford during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

Wintner, Starnes & Co., LLP

October 8, 2012

CITY OF MILFORD
SCHEDULE OF FINDINGS
FOR THE YEAR ENDED JUNE 30, 2012

Part I: Findings Related to the Financial Statements

INTERNAL CONTROL DEFICIENCY:

I-A-12 Segregation of Duties - One important aspect of internal control over financial reporting is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. We noted employees were performing incompatible functions.

Recommendation - We realize that it is difficult to appropriately segregate duties when the number of employees is limited. Therefore, we recommend the Council maintain its diligence in the review of the financial records.

Response - We will continue our review.

Conclusion - Response accepted.

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

CITY OF MILFORD
SCHEDULE OF FINDINGS - Continued
YEAR ENDED JUNE 30, 2012

Part II: Other Findings Related to Required Statutory Reporting

- II-A-12 Certified Budget - Disbursements during the year ended June 30, 2012 did not exceed the amounts budgeted.
- II-B-12 Questionable Disbursements - We noted no expenditures for parties, banquets, or other entertainment for employees that we believe may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979.
- II-C-12 Travel Expense - No expenditures of City money for travel expenses of spouses of City officials or employees were noted.
- II-D-12 Business Transactions - No business transactions between the City and City officials or employees were noted.
- II-E-12 Bond Coverage - Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that the coverage is adequate for current operations.
- II-F-12 Council Minutes - No transactions were found that we believe should have been approved in the Council minutes but were not.
- II-G-12 Deposits and Investments - We noted no instances of noncompliance with the deposit and investment provisions of Chapter 12B and 12C of the Code of Iowa and the City's investment policy.
- II-H-12 Revenue Bond - We noted the sewer utility did not produce sufficient net revenues to the extent required by the resolution. We also noted that monthly transfers were not made to the sinking fund as required by the resolution.

Recommendation - The City should review sewer user rates and increase them as needed to produce the required net revenues. In addition, monthly transfers should be made to the sinking fund.

Response - The Utilities will evaluate the sewer usage rates and adjust them accordingly to produce the required level of net revenues. We will also insure that transfers are made monthly to the sinking fund.

Conclusion - Response accepted.